

**City of South Bend**  
**Council Meeting**  
**Monday, February 22, 2016 @ 5:30 pm**  
**Council Chambers**  
**1102 W. First Street, South Bend, WA**

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1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda and Consent Agenda  
Approval of Minutes: *February 8, 2016*
4. Correspondence
5. Items from the Public **[3 Minute Limit]**
6. *Pacific Sunset Preliminary Plat*
7. *4<sup>th</sup> Quarter Report Summary*
8. *First Street/School Traffic Revision*
9. Department Head Reports:
  - i) Police Chief Eastham
  - ii) City Supervisor Houk
  - iii) Clerk/Treasurer Roberts
  - iv) Fire Department
10. Mayor's Report
11. Council Comments
12. Adjournment

*Next Regular Meeting: Monday, March 14, 2016 @ 5:30 PM*

# **South Bend Council Meeting**

**Monday, February 22, 2016**

## **CONSENT AGENDA**

1. Approval of Vendor Checks


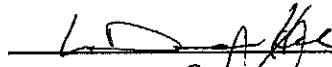

**Vendors – Check #41778 thru Check #41812 - \$62,338.53**

02/22/16

VENDOR	AMOUNT	
41778 Allan McComas	\$ 206.20	Travel Reimbursement - Training
41779 ALS Environmental	\$ 58.00	Water Samples
41780 Berkadia	\$ 16,400.00	Loan Payment - Water Fund - Final Payment
41781 Brim Tractor Company	\$ 113.74	Repair/Maintenance - Parks Fund
41782 Cardinal Creations	\$ 47.48	Operating Supplies - Water/Sewer \$31.65 and Streets \$15.83
41783 Cathy Weiberg	\$ 212.00	Janitorial - February 2016 (Includes \$12.00 for Fire Hall cleaning)
41784 Chief Law Enforcement Supply	\$ 2,061.24	Operating Supplies - Fire Dept
41785 City of Raymond	\$ 16,061.03	December 2015 M & O RWWTP
41786 Comcast	\$ 59.95	Internet Service - Sewer Fund
41787 Dave Eastham	\$ 169.50	Travel Reimbursement - Bulletproof Warrior Conference
41788 Dave Williams	\$ 850.00	Parks Caretaker - February 2016 \$650.00 and Monthly Noxious Weed Spraying \$200.00
41789 Department of Health	\$ 1,638.20	Operating Permit Application - Water Fund
41790 Dept of Transportation	\$ 1,229.83	Fuel - Public Works \$460.46 and Police \$769.37
41791 Dilk Tire Factory	\$ 16.72	Repair/Maintenance - Police Dept
41792 FBI - LEEDA	\$ 50.00	2016 Membership Dues - Police Dept
41793 Gray & Osborne, Inc.	\$ 10,532.82	Pacific Sunset Plat \$1,362.99, Fliess Creek \$3,334.01 & WTP Upgrade \$5,835.82
41794 H.D. Fowler	\$ 609.49	Operating Supplies - Sewer \$260.91, Water \$315.21, Streets \$33.37
41795 Hawk's Superior Rock, Inc.	\$ 1,996.74	Rock Supply
41796 Invoice Cloud - Epay	\$ 81.00	January 2016 - Portal Access Fee
41797 Julie Struck	\$ 236.20	Per Diem - The Bulletproof Warrior
41798 LeMay Mobile Shredding	\$ 36.05	Document Shredding
41799 Luis Gonzalez	\$ 20.00	Translator - Police Dept 2/03/16
41800 Nationwide Retirement Solutions	\$ 700.00	Municipal Court Public Defender - February 2016
41801 Nor Tec Construction, Inc.	\$ 5,902.68	Cedar Street/Cowlitz Street Sidewalk Project - Retainage (TIB Project-Final)
41802 Pacific County Dept of Community Development	\$ 160.00	Water Samples
41803 Pacific County Health Department	\$ 105.74	4th QTR 2015 Liquor Excise Tax
41804 Pacific County Sheriff's Office	\$ 50.00	Jail Bookings - January 2016
41805 Pete Hinton	\$ 100.00	Translator - Court 1/06/16 & 1/20/16
41806 Pioneer Grocery	\$ 28.09	Miscellaneous - Library \$18.77 and Streets \$9.32

<b>41807</b>	Steve's Front End & Brake, Inc	\$	<b>225.99</b>	Repair/Maintenance - Water \$44.76, Sewer \$136.48 and Streets \$44.75
<b>41808</b>	U.S. Cellular	\$	<b>242.73</b>	Police Laptops \$186.54 and Auto Dialer for Pump Station \$56.19
<b>41809</b>	Western Steel & Supply, Inc	\$	<b>53.63</b>	Dumpster Lids
<b>41810</b>	Willapa Harbor Hospital	\$	<b>467.04</b>	Medical Release prior to Jail Booking - Police Dept
<b>41811</b>	William Penoyar	\$	<b>780.00</b>	Municipal Court Prosecutor - February 2016
<b>41812</b>	Wilson Oil dba Wilcox & Flegel	\$	<b>836.44</b>	Fuel - Public Works

<b>TOTAL</b>	\$	<b>62,338.53</b>
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	Mayor Struck
	City Supervisor Houk
	Police Chief Eastham

**CITY OF SOUTH BEND  
COUNCIL MEETING – 02/08/16**

**1-2. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The council meeting was called to order by Mayor Struck at 5:30 pm followed by the Pledge of Allegiance. Members present: Councilor Olsen, Councilor Williams, Councilor Neve, Councilor Webber, Councilor Hall, Police Chief Eastham, City Supervisor Houk, Assistant Fire Chief Tim McGee and Deputy Clerk/Treasurer Porter.

**3. APPROVAL OF AGENDA, CONSENT AGENDA AND APPROVAL OF MINUTES**

A motion was made by Councilor Neve to approve the Agenda, Consent Agenda and the minutes of the January 25, 2016 regular meeting. The motion was seconded by Councilor Webber. **Vote: Ayes-5, Noes-0, Absent-0**

Vendors – Check #41738 thru Check #41776 - \$200,756.92

Check #41652 thru Check #41694 voided and replaced with Check #41695 thru Check #41737

Payroll – Check #23985 thru Check #24000 - \$95,450.74 including Direct Deposits

**4. CORRESPONDENCE - NONE**

**5. ITEMS FROM THE PUBLIC**

South Bend resident Jan Davis asked about Department Head raises. Mayor Struck advised that it depends on the Union Contract. If the city employee's get a percentage so does the Department Heads.

**6. PERSONAL SERVICES CONTRACT – CHIEF OF POLICE**

A motion was made by Councilor Williams to approve Personal Service Contract – Chief of Police. The motion was seconded by Councilor Olsen.

During discussion the councilors asked if Mayor Struck would let them know ahead of time when she was going to be conducting the evaluations on the Department Heads, so the councilors could give their input. Brief discussion followed.

**Vote: Ayes-5, Noes- 0, Absent-0**

**7. PERSONAL SERVICES CONTRACT – CLERK/TREASURER**

A motion was made by Councilor Hall to approve Personal Service Contract – Clerk/Treasurer. The motion was seconded by Councilor Williams. **Vote: Ayes-4, Noes 1 (Neve), Absent: 0**

**8. PERSONAL SERVICES CONTRACT – CITY SUPERVISOR/BUILDING INSPECTOR**

Mayor Struck advised the council that this contract has changed. The wage was increasing \$24,000 plus 10% of what money comes in from building permits. The City Supervisor/Building Inspector is doing 2 jobs for the price of 1. **Vote: Ayes-5, Noes 0, Absent-0**

## 9. DEPARTMENT HEAD REPORTS

- ✚ Council Hall asked Police Chief Eastham about pulling people over while talking or texting on their cell phones. Police Chief Eastham advised that they would give warnings first before a ticket was issued.
- ✚ City Supervisor Houk advised that NOVA was going to be in town Wednesday, February 10, 2016 to do some patch work on 101.
- ✚ City Supervisor Houk advised that they had purchased a new 2016 Chevy Silverado pickup. After selling an old pickup and using left over money from 2006 FEMA storm damage, we only had to pay approximately \$5,500.
- ✚ City Supervisor Houk advised that he and Mayor Struck met with Bob Burkle - Department of Fish and Wildlife, Mike Collins - Director of Pacific County and Steve Rogers - Pacific County Commissioner regarding the flooding/drainage issues on 2<sup>nd</sup> Street and Central. They have a short and long term plan. They will also be talking with Pacific Conservation District regarding salmon restoration project.
- ✚ Councilor Hall asked what was being built at the old Exxon Station site. Police Chief Eastham advised that his wife Carolyn and son Jesse are opening up a drive thru coffee stand.

## 10 MAYOR'S REPORT

- ❖ Mayor Struck advised that she went to the City Action Days in Olympia. She advised that the \$2,000,000 sewer rate relief was dead in the water. They don't do debt relief. Legislative Rossetti did advise other avenues that the city could look at for help on other projects. Mayor Struck invited the councilors that wanted to attend next year to do so and advised them to put their thinking caps on to put a list together of any projects they would like to see done in the city. She really enjoyed it.

## 11. COUNCIL COMMENTS

- Councilor Hall passed out a handout regarding boat launch fees collected for 2015.
- Councilor Neve asked how many park surveys have been collected. Mayor Struck advised that we've received about 41.
- Councilor Neve advised at the Newly Elective Officials Conference she attended, be proactive with our legislators.
- Councilor Williams asked how many yearly boat launch passes are purchased. Councilor Hall advised about 30-40.
- Councilor Olsen asked how the slide area is on Hwy 101 just past A Street. City Supervisor Houk advised that it is stable.

## 12. ADJOURNMENT

The meeting was adjourned at 6:20 PM to meet again at 5:30 PM on Monday, February 22, 2016 for the next regularly scheduled meeting at South Bend City Hall.

\_\_\_\_\_  
Julie Struck  
Mayor

ATTEST: \_\_\_\_\_  
Kim Porter  
Deputy Clerk/Treasurer



## **RECOMMENDATION OF THE SOUTH BEND PLANNING COMMISSION PACIFIC SUNSET PRELIMINARY PLAT**

### **Summary of Recommendation**

The Planning Commission recommends that the City Council approve a Preliminary Plat, with conditions, that subdivides 20.58 acres into 23 single-family lots and 6 community-owned lots, including improvements for private roads, public easements, stormwater utilities, park, and landscaping.

### **Summary of Record**

#### **Request**

Kodiak LLC (Applicant) requested approval of Preliminary to subdivide 20.58 acres into 23 single-family lots and 6 community-owned lots, including improvements for private roads, public easements, stormwater utilities, park, and landscaping. The location of the proposed preliminary plat generally lies east of Harrison Avenue approximately between Broadway Avenue and First Street (Section 27 & 34, Township 14N, Range 09W, WM). Tax parcel numbers: 14092744010 and 14093411000. The applicant has requested this project to be a gated community with private streets.

#### **Procedural History and Hearing**

- Application Date: October 13, 2015
- Determination of Completeness: November 12, 2015
- Notice of Application: November 25, 2015
- SEPA Review: DNS issued on January 12, 2016
- Open Record Public Hearing: January 19, 2016

#### **Testimony**

The following individuals provided testimony at the hearing:

- John Kliem, CCS, Inc., consulting land use planner for the City of South Bend
- Dominic Miller, P.E., Gray & Osborne, consulting engineer for the City of South Bend
- Dennis Houk, City Supervisor, City of South Bend
- Applicant Lynn Barnett, Kodiak LLC, owner/developer

### **Exhibits**

The following exhibits are part of the official record:

- Sheets 1 and 2 (Preliminary Plat Map and Conceptual Grading & Drainage)
- Land Use Planning Permit Application
- Notice of Application
- Notice of Application Mailing List
- Pacific Sunset 01-12-16 SEPA DNS
- Grays and Osborne "Review comments, Pacific Sunset Preliminary Plat City of South Bend, Pacific County, Washington, G&O #15284.00
- John Knowles & Associates, Letter dated 01-09-16, "Owner/Developer comments on Gray & Osborne Review Comment Letter, JKA #1527
- Pacific Sunset Preliminary Plat Staff Report, 01-12-16

### **Findings**

1. The city completed the application and review procedures for the Preliminary Plat application as provided under Sections 15.66.010 through 15.66.050 SBMC.
2. The Planning Commission has jurisdiction to review the Preliminary Plat application and prepare a recommendation for the consideration by the City Council as provided under Section 15.64.060 SBMC.
3. The applicant has expressed the possibility of reducing the project size for the final plat to constructing only Lots 12 through 23, including the community-owned lots.

4. After the review of the Exhibits and considering the testimony at the public hearing, the Planning Commission finds that the proposed preliminary plat, with certain conditions:
  - A. Conforms to the city's Comprehensive Plan and Unified Development Code;
  - B. Has made appropriate provisions for, but not limited to, the public health, safety, and general welfare, for open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds;
  - C. Has made appropriate provisions for features assure safe walking conditions for people who use them, including students who only walk to and from school;
  - D. Will have adequate capital facilities in place and provided by the city concurrently with the expected development in accordance with the Comprehensive Plan;
  - E. Will serve the public interest, including dedication of public easements for maintenance of utilities;
  - F. Will not create flood inundation and will protect adjacent wetlands;
  - G. Is in compliance with the State Environmental Policy Act; and
  - H. Has adequately protected geologically hazardous areas and aquifer recharge areas.

### **Decision**

Based on these findings, the Planning Commission recommends that the City Council approve the Pacific Sunset Preliminary Plat application for the subdivision of 20.58 acres into 23 single-family lots and 6 community-owned lots on Tax Parcel numbers 14092744010 and 14093411000 along with the following conditions:

### **Critical Areas Conditions**

1. Before the issuance of any grade and fill or construction permits by the city, the applicant shall have a qualified professional prepare a wetlands technical assessment that rates and establishes required buffers in accordance with § 14.15.020 and § 14.15.030 SBMC.

The boundaries of the wetland buffer shall be recorded on the face of the final plat and shall remain undisturbed.

### **Homeowner Association Conditions**

2. The Pacific Sunset Subdivision shall have a homeowner association document that specifies responsibility for the maintenance of private streets as well as sewer, water, and stormwater infrastructure. Before submitting the final plat for approval, the applicant shall submit a homeowner association document that meets the city's satisfaction regarding the maintenance of said improvements. The document shall also establish a reserve fund or bond that will cover future maintenance and repair expenses. No portion of the homeowner association document may be amended without the consent of the city.

### **General Engineering Conditions**

3. The set of plans to be approved for issuance of the civil construction permit shall include street lighting plans, civil plans, landscaping and irrigation plans, and sign and channelization plans.
4. The applicant shall provide a title report for this project before issuance of any grade and fill or construction permits.
5. Developer is required to conform to the city bonding requirements, which includes a surety bond, performance bond, maintenance warranty bond, and a liability policy.
6. A traffic control plan and haul route shall be required to be submitted to the city for review and approval prior to initiation of the work.
7. Street lighting plans and photometric calculations shall be provided for the plat. The Applicant shall coordinate with Pacific County PUD No. 2.

8. A planting plan indicating the locations and types of all proposed landscaping for the street planter strips shall be submitted to the city for review and approval.
9. A Stormwater Site Plan and Stormwater Pollution Prevention Plan (SWPPP) shall be required to be submitted for city review and approval. The stormwater manual utilized in the design shall be stated in the plans. The stormwater system design shall comply with SBMC 15.78.060.
10. A geotechnical report for this project shall be provided and included in the Stormwater Site Plan.
11. As-built drawings, which incorporate the Contractor's field markups, shall be required to be submitted to the city 30 calendar days after completion of the work. AutoCAD files shall be submitted upon city approval of the as-built drawings.
12. Prior to final plat approval for this project, closure calculations for all lots, tracts, rights-of-way, and the overall plat boundary shall be required for city review and approval.

**Construction Plans Preliminary Plat Map Conditions**

13. The tract Information provided on Sheet 1 shall be revised to indicate the proposed ownership and purpose of each tract. The tract areas shall be clearly delineated and labeled.
14. The locations of any proposed plat monument signs and the associated easements or tracts shall be shown and labeled. Monument signs shall be situated in a manner so as not to adversely affect safety or corner vision. The site triangles shall take in account the monument sign locations.
15. There shall be separate 15-foot easements provided to the City for sewer mains and for water mains. Other easements shall be provided for public utilities on residential lots abutting private roads or public rights-of-way. All existing and proposed easements shall be labeled and delineated on the final plat.
16. The area of each lot, in square feet, shall be stated on the site plan.

17. Profiles of the proposed roads, sewer, water, and storm drainage shall be provided.

### **Streets Conditions**

18. All proposed signs relevant to development of this project site, including areas on the adjacent streets and on private property, shall be in accordance with the MUTCD and require separate permits. The sign locations and language shall be shown on the construction plans. Any proposed signs shall comply with SBMC 16.65.
19. The street name labels shall be revised to include the road classification.
20. An analysis of sight distance triangles to verify that safe stopping and turning movements to and from the site at all points of access to the site shall be provided.
21. The site plan shall include supplemental exhibits to demonstrate that the City Fire Department's large apparatus can navigate the site (lane width, radius), including access to fire hydrants.
22. Gated entries are proposed to the plat at two locations. The Fire Department shall confirm the adequacy of vehicle access points and determine requirements, if any.
23. Driveway approaches shall be constructed as determined by the city.
24. A cross section of the proposed right-of-way between the plat boundary and the nearest developed intersection shall be added to the plans (i.e. Water Street and Broadway Avenue).
25. Safe walking conditions shall be provided to and from the plat. The proposed Tract A sidewalk shall be extended to the existing Harrison Avenue pavement. The proposed Tract B sidewalk shall be extended to the proposed Broadway Avenue pavement.
26. Survey control monuments shall be placed in accordance with land surveying principles and in conformance with all applicable state and local regulations. Existing and proposed monument locations shall be shown and labeled on the plans.

### **Grading and Drainage Conditions**

27. Identify the existing and proposed drainage, which includes direction of flow, size, and material. Arrows shall be provided at the catch basins and any other section as necessary to demonstrate direction of flow.
28. The improvements shall incorporate provisions for surface water control and earth stabilization in accordance with SBMC 13.30.030. All surface drainage must be contained and directed to adequate drainage facilities. Surface flow shall not discharge to another property. If not feasible, onsite BMP's in accordance with the DOE Stormwater Manual shall be provided.
29. The grading operations and testing for required compaction shall be observed by a soils engineer. The Applicant shall submit a report from a soils engineer indicating the locations and elevations of field density tests, a summary of field and laboratory tests, other substantiating data, and comments on any changes made during grading. The engineer shall also submit a statement that the grading was completed in accordance with the geotechnical report.
30. Storm drain gradients shall be such as to assure minimum flow velocity of three feet per second when flowing full.
31. Horizontal to vertical slope ratios shall be labeled for the proposed slopes.
32. The existing utilities (i.e. water, storm, sewer, gas) shall be shown and labeled. Labels shall include the line size.
33. Measures in compliance with the Storm Manual shall be provided for the surface runoff from the road section areas between the plat boundary line and Harrison Avenue and Broadway Avenue.
34. All storm facilities shall be a minimum of 20 feet from any structure, property lines, easements, buffers as required by the city and 100 feet from any septic tank or drainfield.
35. The perimeter of storm facilities readily accessible to the public shall be not steeper than 3H:1V.

36. The detention ponds shall be provided with liners to prevent potential infiltration and contamination of groundwater.
37. Manhole and catch basin lids must be at either the edge of the access road or pad and be at least 3 feet from a property line.
38. Access pads at the bottom of the ponds shall be at least 25 feet in length.
39. Access roads shall be a minimum of 15 feet wide.
40. Pond embankments higher than 6-feet shall require design by a geotechnical-civil engineer licensed in the State of Washington. The embankment shall have a minimum 15-foot top width where necessary for maintenance access.
41. The project proposes retaining walls along the southerly side of the Broadway Avenue right-of-way as part of the design. Structural design calculations, prepared by a professional engineer licensed in the State of Washington, shall be submitted to the city for all proposed retaining walls over 4 feet in height. The professional engineer shall continuously inspect the installation of the wall as it progresses and shall submit inspection reports, including compaction test results and photographs taken during construction, documenting the techniques used and the degree of conformance to the design.
42. Details for the proposed retaining wall shall be added to the construction plans. Wall drains shall be tight lined to the site's stormwater system.
43. Cross section details that demonstrate the proposed grading along the proposed retaining wall shall be provided. Label the proposed slope ratios.

#### **Sewer Conditions**

44. The proposed sewer system shall comply with the requirements of SBMC 13.10.
45. All side sewers shall extend a minimum of 10 feet past the street right-of-way or property line.

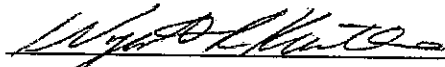
46. No side sewer connections to manholes are allowed. Side sewer connections shall be connected to the sewer main a minimum of 5 feet from a manhole.
47. Cleanouts shall be provided at dead end streets where sewer extensions may occur.
48. Terminating manholes, where sewer extension may occur, shall be provided with a 2-foot pipe stub with a plug.
49. Connection to the existing sewer manholes shall be shown and labeled.

**Water Conditions**

50. The city will make available 12 residential connections to the water system in 2016 and 11 residential connections in 2017.
51. The existing and proposed water main sizes and materials shall be labeled.
52. Provide looped water mains from one cul-de-sac to another to prevent stagnant water; provided, however, that the loop system will not be required until construction of both cul-de-sacs occur. If only one cul-de-sac is constructed, a blow-off assembly shall be required at the end of the line.
53. Profile views of the water, storm, and sewer system shall be included in the plan set.
54. Fire hydrants shall be installed at intervals to meet City Water Standards are requirements of the City Fire Department. Specific locations and spacing for hydrants will be established during civil construction review.
55. Gate valves shall be installed between the existing and proposed water mains at Harrison Avenue and Broadway Avenue.
56. The water meters shall be located in the landscape strip behind the edge of pavement in accordance with city standard details.
57. Air and vacuum relief assemblies shall be installed at all high points and blow off assemblies installed at all low points of the water main.

58. All applicable City of South Bend Standard details shall be added to the plan set.

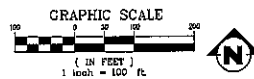
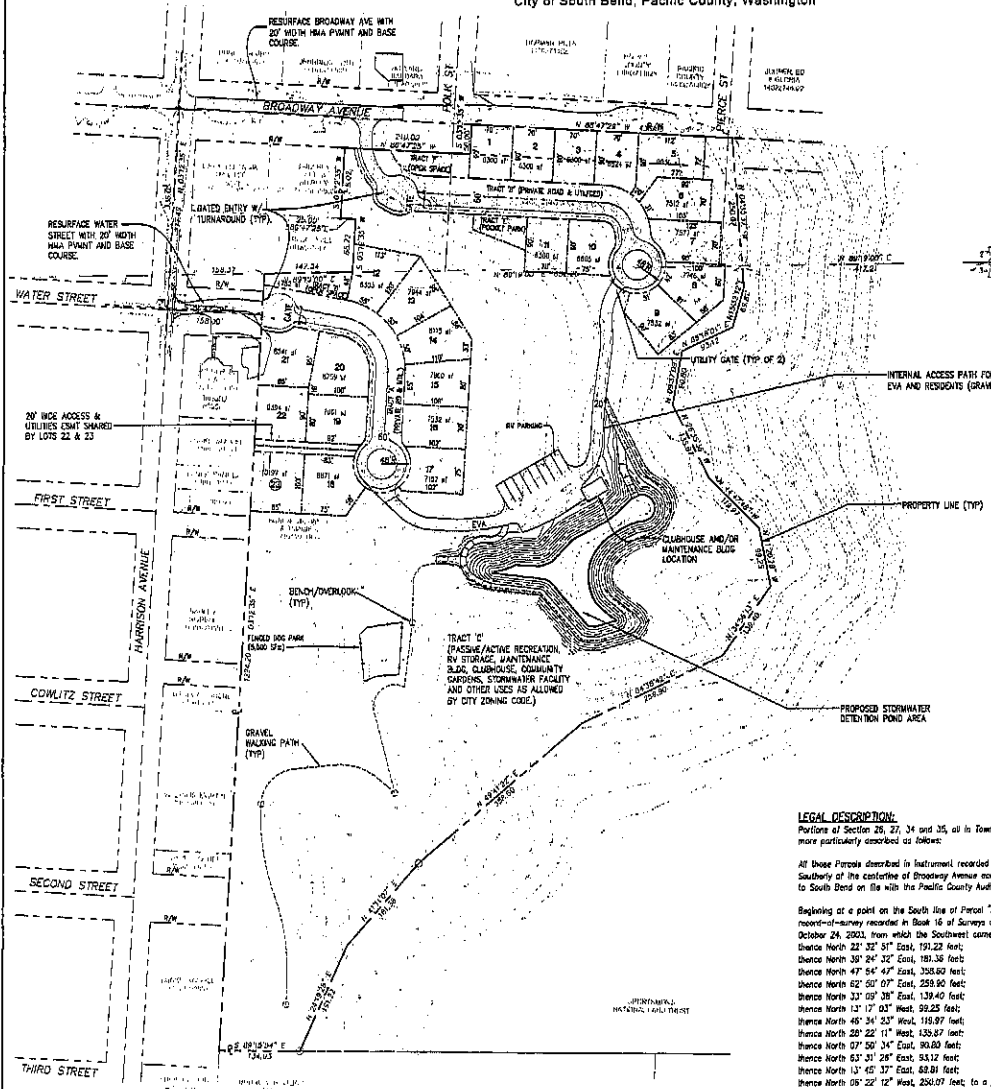
PASSED on this 28<sup>th</sup> day of January, 2016.

A handwritten signature in black ink, appearing to read "Wyatt Kuiken", is written over a horizontal line.

Wyatt Kuiken, Chair

# PACIFIC SUNSET

SE ¼ of the SE ¼ SECTION 27 and the NE ¼ of the NE ¼  
Section 34, Twp 14 N, Range 9 W.W.M.  
City of South Bend, Pacific County, Washington



**SITE ADDRESS:**  
222 BROADWAY ST.  
SOUTH BEND, WA 98586

**ASSESSOR'S TAX PARCELS:**  
14091/44016, 14091/41000

**ZONING:**  
RURAL LANDS (PER CITY OF SOUTH BEND ZONING MAP)

**COMPREHENSIVE PLAN:**  
RESIDENTIAL (PROPOSED)

**UTILITIES:**  
ALL UTILITIES WILL BE UNDERGROUND  
WATER = CITY  
SEWER = GRAVITY & LOW PRESSURE SYSTEMS WITH DISCHARGE TO CITY SEWER  
STORM = PRIVATE ON-SITE RETENTION, DETENTION, AND DISPERSION  
POWER = PUD  
GAS = NOT AVAILABLE TO SITE

**SOURCE OF SURVEY INFORMATION:**  
OWNER SUPPLIED

**ROADS:**  
PRIVATE

**VERTICAL DATUM:**  
NVD 29

**SITE INFO:**  
MINIMUM LOT SIZE = 6,300 SF (PROPOSED)  
AVERAGE LOT SIZE = 7,600 SF (PROPOSED)  
TOTAL SITE = 20.58 ACRES

**ROADS:**  
PRIVATE

**VERTICAL DATUM:**  
NVD 29

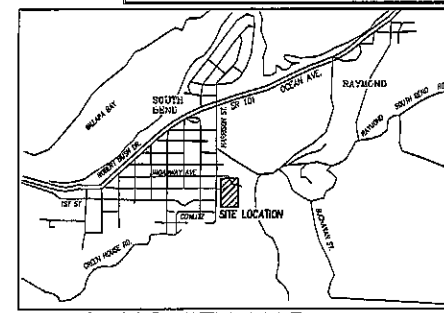
**REAR/BACK SETBACKS:**  
20' FRONT  
10' SIDE  
10' REAR

**TRACT INFO:**  
TRACT A = 30,305 SF ±  
TRACT B = 36,802 SF ±  
TRACT C = 63,944 SF ±  
TRACT D = 4,782 SF ±  
TRACT E = 3,600 SF ±  
TRACT F = 4,704 SF ±

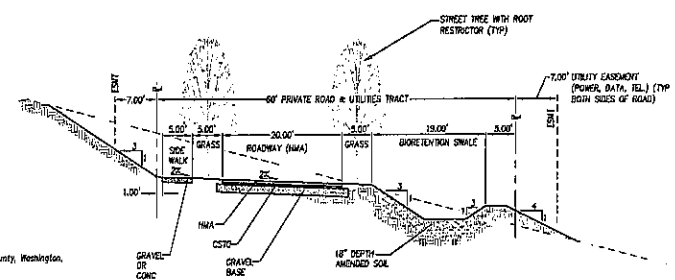
NOTE: ALL TRACTS WILL BE OWNED BY THE HOME OWNER'S ASSOCIATION.

APPROVAL BLOCK

CITY OF SOUTH BEND PLANNING & DEVELOPMENT

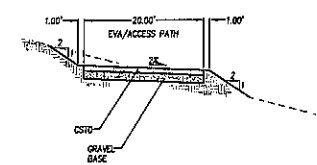


VICINITY MAP  
N.T.S.



TYPICAL PRIVATE ROAD SECTION

SCALE: 1"=10' HORIZ.  
1"=5' VERT.



INTERNAL ACCESS PATH  
AND EVA SECTION

SCALE: 1"=10' HORIZ.  
1"=5' VERT.

## LEGAL DESCRIPTION:

Portions of Section 26, 27, 24 and 35, all in Township 14 North, Range 9 West, W.M., Pacific County, Washington, more particularly described as follows:

All those Parcels described in Instrument recorded under Auditor's File No. 3055258 on April 26, 2002, lying both Southwesterly of the centerline of Broadway Avenue according to the Plat of South Bend Land Company's First Addition to South Bend on file with the Pacific County Auditor and Westerly of the following described line;

Beginning at a point on the South line of Parcel "Y", said Parcel "Y" being shown on page 7 of B of that certain report-of-survey recorded in Book 16 of Surveys at pages 96 through 93 under Auditor's File No. 3067531 on October 26, 2003, from which the Southwest corner of said Parcel "Y" bears South 89° 57' 31" West, 134.93 feet;  
thence North 22° 32' 51" East, 191.22 feet;  
thence North 30° 24' 32" East, 181.36 feet;  
thence North 47° 54' 45" East, 108.60 feet;  
thence North 62° 50' 07" East, 259.90 feet;  
thence North 33° 09' 38" East, 139.40 feet;  
thence North 13° 17' 03" West, 99.25 feet;  
thence North 48° 34' 53" West, 115.97 feet;  
thence North 28° 22' 11" West, 135.67 feet;  
thence North 07° 50' 34" East, 90.80 feet;  
thence North 63° 31' 28" East, 53.12 feet;  
thence North 13° 45' 37" East, 88.81 feet;  
thence North 05° 22' 12" West, 258.07 feet, to a point on the centerline of vacated Broadway Avenue from which the centerline intersection of said vacated Broadway Avenue and vacated Pierce Street bears North 89° 34' 00" West 6.53 feet, said point also being the intersection of this line easement.

EXCEPT therefrom vacated Lot 7, Block 8, of the above mentioned South Bend Land Company's First Addition to South Bend;  
TOGETHER WITH those portions of the vacated Alley in said Block 8 according to vacated Lot 7 by operation of law.  
(Reference: Pacific County Title Company, File No. 0009237, Sept. 11, 2014.)

DRAWING TITLE:  
**PACIFIC SUNSET  
PRELIMINARY PLAT  
MAP**

PROJECT:  
**PACIFIC SUNSET  
PRELIMINARY PLAT**

DESIGNED BY: JKA  
CHECKED BY: JKA  
SCALE: AS SHOWN  
DATE: 5/27/16  
DRAWN BY: JKA  
DATE: 5/27/16  
CITY/CO: SOUTH BEND

JKA PROJECT NO.: 1527  
DRAWING NAME: 1527PrelPlat.dwg  
SHEET 1 OF 1

October 8, 2015

Dennis Houk  
City of South Bend  
PO Box Drawer 9  
South Bend, WA 98586

Re: **Pacific Sunset - Proposed Preliminary Plat**  
**Submittal of Application Materials**  
JKA #1527

Dear Mr. Houk:

The owner of the Pacific Sunset property requests the City of South Bend accept and review the following materials for preliminary plat per SBMC Section 15.66.010:

- Land Use Planning Permit Application
- Preliminary Plat Map (10 copies)
- Conceptual Civil Engineering Plan
- SEPA Environmental Checklist

We understand the prior preliminary plat application for this project may not have expired. You noted a previous version of the preliminary plat was approved by City Council a few years ago. **If the original application is still valid, we ask that the enclosed documents be reviewed as an amendment to the previously approved preliminary plat; i.e., not a new application. And, be reviewed based on rules and regulations in effect when the prior application was deemed complete by the city.**

Our revised layout calls for 23 single family residential lots; the prior preliminary plat approval was for 79 residential units. In addition, the magnitude of site development (roads, utilities, grading, etc) is reduced significantly.

Should you have any questions or request additional information, please contact Lynn Barnett at 253-383-4055 or me at 253-539-1400.

Sincerely,

JOHN KNOWLES & ASSOCIATES, INC.



John Knowles, P.E.  
President

Enc.  
Cc: Lynn Barnett

(1527Oct1.ltr)



Land Use Planning Permit Application  
City of South Bend  
P.O. Drawer 9, South Bend, WA 98586  
(360) 875-5571 FAX (360) 875-4009  
[www.southbend-wa.gov](http://www.southbend-wa.gov)

OFFICE USE ONLY

**PROJECT/PROPERTY INFORMATION**

Tax Parcel ID #: 14092744010 & 14093411000

Project Value: TBD

**OWNER/APPLICANT INFORMATION**

Owner: Kodiak LLC

Applicant: Lynn Barnett

Contractor: TBD

**PLANNING INFORMATION – Failure to provide complete information will lead to a rejection of your permit application.**

1. List existing improvements, structures and dimensions: No significant improvements exist.

2. Is the proposed development one phase of a larger project or larger development?

If yes, describe the entire project in detail: Yes. There is the potential for further development of tract.

3. Is there any surface water body on or in the immediate vicinity of the proposed site including year-round and seasonal streams, saltwater, lakes, ponds, wetlands? YES ☒ NO ☐ Skidmore Slough

4. Name of water and/or wetlands within which development is proposed: N/A

5. Does the property have an existing driveway? YES ☐ NO ☒

6. Will fill material be placed near or within a drainage way (ditch, swale, channel, etc)? YES ☒ NO ☐

7. Are activities adjacent to unstable soils or slopes? YES ☐ NO ☒

8. Will activities alter man-made or natural drainage features? YES ☒ NO ☐

9. Indicate amount of new impervious areas (areas covered by buildings, pavement, concrete, rock, etc): 15%

10. Does the project involve any clearing, filling, grading, paving, surfacing and/or dredging: YES ☒ NO ☐  
If Yes, answer the following. If No, go to #11

A. If activities include clearing and grading greater than 5,000 sq ft Indicate SF: UP to 400,000 SF +/-

B. If activities include new landscaping, yard maintenance or gardening greater than 7,500 sq ft Indicate SF: UP to 90,000 SF +/-

C. Will activities involve placing fill materials? YES ☒ NO ☐

1. If fill materials exceed 1 foot in depth. Indicate Depth: Up to 15' +/-

2. If fill materials exceed 50 cubic yards. Indicate Cubic Yards: up to 25,000 CY +/-

D. If activities involve earth removal exceeding 2 feet in depth (Excluding foundation excavations). Indicate FT: Up to 20' +/-

E. If activities add more than 10,000 sq ft of impervious area (road projects only). Indicate SF:

F. If activities add 5,000 sq ft of impervious area (all other projects). Indicate SF: Up to 150,000 SF +/-

11. Has proposed site been flagged/staked? YES ☐ NO ☒ If No, contact the City of South Bend when flagged/staked.

WAC 197-11-960 Environmental checklist.

ENVIRONMENTAL CHECKLIST

*Purpose of checklist*

The State Environmental Policy Act (SEPA), chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An environmental impact statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

*Instructions for applicants:*

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

*Use of checklist for nonproject proposals:*

Complete this checklist for nonproject proposals, even though questions may be answered "does not apply." IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.

A. BACKGROUND

1. Name of proposed project, if applicable: **Pacific Sunset (A Single Family Residential Subdivision)**
2. Name of applicant: **Kodiak, LLC**
3. Address and phone number of applicant and contact person: **Lynn Barnett, 3020 South Union Ave., Tacoma, WA 98409. (253) 383-4055.**
4. Date checklist prepared: **09/28/2015**
5. Agency requesting checklist: **City of South Bend**
6. Proposed timing or schedule (including phasing, if applicable): **Construction to begin as soon as weather allows/dictates in early spring of 2016. Home construction will occur over the next 3-5 years.**
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. **Future development of Tract C may occur. This could involve additional home sites and amenities to support homeowners.**

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. A residential development proposal was reviewed approximately 10 years ago as a 80 lot, 5 phase planned community; this earlier proposal received a 'determination of non-significance' (DNS) in 2006.

A draft geotechnical report was prepared at that time.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. The City of South Bend is pursuing WA DOH approval of an additional drinking water source that would benefit this development.

10. List any government approvals or permits that will be needed for your proposal, if known.

- Land use approval by City of South Bend.
- Potential Forest Practices Permit.
- Site Development Permit and construction/bonding of improvements.
- DOE NPDES/NOI Construction Activities Baseline Permit compliance.
- Final plat recording.
- Individual building permits.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The approximate 20.5 acre site will yield 20 - 30 single family residential lots. There will be six community-owned tracts:

- Tract A - Private road and utilities.
- Tract B - Private road and utilities.
- Tract C - Stormwater facility, passive/active recreation, RV storage, maintenance building, clubhouse, community gardens, other uses as allowed by City zoning code, and potential development of additional residential lots.
- Tract D - Open space/landscaping.
- Tract E - Pocket park.
- Tract F - Open space/landscaping.

The project concept is to create a "sense of community." The layout is pedestrian-oriented with paths, walkways, "overlooks" and benches throughout the site.

The onsite roads and emergency vehicle access road will be privately owned and maintained. Attractively designed gated entrances will be at each of the two access points to the public road system (Water Street and Broadway) Alternative materials such as gravel and/or crushed shells will be considered for walkways and paths.

The soils onsite are not ideally conducive to low-impact development techniques (LID) and extensive grading will be required to create level building pads. However, low-impact development techniques will be utilized as much as possible to treat and attenuate runoff from pollution generating impervious surfaces (PGIS). LID techniques such as roadside bio-retention swales, grass filter strips, rain gardens, and downspout dispersion trenches are proposed to facilitate a natural and attractive project appearance and function. Deviations from standard urban streetscape designs will be used to reduce pavement widths, eliminate curbing along roadways, and accommodate rain gardens in the center of cul-de-sacs.

The site will be served by a public sanitary sewer system. This sewer extension will be a combination of both gravity and low-pressure piping. The intent is to maximize the extent of gravity sewer into the site, serving only those lots with low-pressure systems that cannot daylight to the gravity main; such lots will be equipped with either a residential grinder pump and wet well, or a Septic Tank Effluent Pump (STEP) installation.

Public water mains will be extended into the site for domestic and fire protection needs. Power, data, and cable TV utilities will be extended as well; natural gas is not available at the site.

Improvements will be made to Broadway Street from Harrison Ave to the site; similar improvements will be made to Water Street from Harrison to the site.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The site is located in the city limits of South Bend, east of Harrison Street and south of Broadway (situated in Section 27 & 34, Township 14N, Range 09W, WM, Pacific County WA).

## B. ENVIRONMENTAL ELEMENTS

### 1. Earth

a. General description of the site (circle one): Flat, rolling, hilly, steep slopes, mountainous, other . . . . .

b. What is the steepest slope on the site (approximate percent slope)? 50% (2:1)

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime farmland.

The NRCS soil survey maps onsite soils as Willapa silt loam, 8 to 30 percent slopes.

Soil investigations conducted on the site by GeoResources, LLC confirm this classification.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. None known.

e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill. Conceptual design indicates approximately 30,000 cubic yards of cut will be placed as fill onsite. In addition, there will be import of road base rock, top course surfacing materials, asphalt pavement, and organic material for soil amendment. Imported material will be from local commercial providers.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. The Willapa soils are not only moisture-sensitive but susceptible to erosion if not properly maintained during construction. A formal set of erosion control plan will be prepared as part of the SWPP requirements of the City and DOE.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? Approximately 10 - 20% of the site will be covered by impervious surface.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: Erosion control measures will be implemented; e.g., slope protection, rock construction entrances, silt fences, use of detention basin for sediment control, inlet protection, erosion control blankets/waddles, stockpile covering, etc

## 2. Air

- a. What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.  
**During construction: dust, construction machinery operation and exhaust, etc.**  
**Post construction: minor emissions from typical residential activities (automobiles, lawn mower, etc).**
- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. **None known.**
- c. Proposed measures to reduce or control emissions or other impacts to air, if any: **Dust issues to be mitigated with water trucks and/or in accordance with City of South Bend requirements. Construction equipment shall have muffled exhaust systems.**

## 3. Water

### a. Surface:

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. **Skidmore Slough is directly below the site to the east. This slough is hydraulically connected to the Willapa River and Willapa Harbor.**
- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. **The site's east property line appears more than 200 feet from the environmental limit of Skidmore Slough.**
- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. **N/A**
- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. **No.**
- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. **No, per current FEMA mapping.**
- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. **No.**

### b. Ground Water:

- 1) Will ground water be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities if known. **There will be no groundwater withdrawn onsite, nor will there be untreated water discharge to the ground. The project will be served by public water and sewer utilities.**
- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the

number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. There will be no waste material discharged into the ground from septic tanks or other hazardous sources. The project will be served by a public sewer with ultimate disposal at the City of South Bend treatment facility.

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

To maximum extent feasible, roadway and driveway runoff will be directed to bioretention systems and other low-impact development BMP's prior to being directed to a conventional detention pond facility in Tract C. The stormwater will be released from the detention pond in a restricted manner through a lengthy dispersal trench system to minimize erosion of the natural receiving system, downstream slopes, and vegetation. Flows released from the detention pond will ultimately reach Skidmore Slough via sub surface and surface flow, with some evaporation and transpiration occurring in the heavily vegetated area between the dispersal trench and the slough.

The detention pond has been preliminarily sized using the 2012 version of WWHM: Stormwater discharges match developed discharge durations to pre-developed durations for the range of pre-developed discharge rates from 50% of the 2-year peak flow up to the full peak flow. The pre-developed condition matched is forested land cover over till soils. [During final design of the project, the applicable Drainage Manual's pond sizing methodology will be used as determined by the vesting date of the project.]

Roof runoff will be directed to the site stormwater piping system, rain gardens, or individual dispersal trenches.

- 2) Could waste materials enter ground or surface waters? If so, generally describe. No waste materials will be allowed to enter the ground or surface waters.

- d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any: The final design of the project will meet City of South Bend regulations and standards. The final design will include stormwater treatment and control systems as well as erosion control BMP's to minimize the impact of the project on surface water, groundwater, and downstream flooding conditions.

4. Plants

- a. Check or circle types of vegetation found on the site:

☒ deciduous tree: alder, maple, aspen, other  
☒ evergreen tree: fir, cedar, pine, other  
☒ shrubs  
☒ grass  
☐ pasture  
☐ crop or grain  
☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other  
☐ water plants: water lily, eelgrass, milfoil, other  
☐ other types of vegetation

- b. What kind and amount of vegetation will be removed or altered? The proposed development portion of the site is mostly cleared of trees. Existing ground cover, shrubs, and any remaining trees will be removed within the limits of grading and landscape areas; other areas will remain undisturbed.
- c. List threatened or endangered species known to be on or near the site. There are no known threatened or endangered plant species on or near the site.
- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: Native plantings will be installed in the open space, landscaping, and other disturbed areas. Steep slopes will be planted with drought-resistant native ground covers as recommended by the landscape architect. Street trees will be installed adjacent to the paved roadways, gated entrances, and other areas as directed by the owner. The intent is to provide drought-resistant native plantings to the maximum extent possible.

## 5. Animals

- a. Circle any birds and animals which have been observed on or near the site or are known to be on or near the site:  
 birds: hawk, heron, eagle, songbirds, other:  
 mammals: deer, bear, elk, beaver, other:  
 fish: bass, salmon, trout, herring, shellfish, other:
- b. List any threatened or endangered species known to be on or near the site. There are no known threatened or endangered animal species on the site.
- c. Is the site part of a migration route? If so, explain. The site is within the Western Flyway for migrating birds, as is most of Western Washington.
- d. Proposed measures to preserve or enhance wildlife, if any: No impacts have been identified. No mitigation is proposed.

## 6. Energy and Natural Resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. Electricity and propane will be the primary energy sources. Fireplaces may be used for supplemental heating. Gas is not available.
- b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. This residential project will not adversely affect potential use of solar energy by adjacent properties.
- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: All homes will meet energy efficiency regulations pursuant to the City of South Bend building code requirements.

## 7 Environmental health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal?

If so, describe. **There are no known significant health hazards associated with single family residential developments.**

- 1) Describe special emergency services that might be required. **There are no known special services that might be required for this residential development.**
- 2) Proposed measures to reduce or control environmental health hazards, if any: **There are no impacts identified; no mitigation is proposed.**

**b. Noise**

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? **There is some periodic noise associated with commercial/industrial activities in South Bend. This noise should be considered easily tolerated by project residents and well within the permitted ranges regulated by state and local agencies.**
- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. **There will be short term construction-related noise during daylight hours. There are no long-term sources of noise beyond the normal residential activities or transportation activities.**
- 3) Proposed measures to reduce or control noise impacts, if any: **There are no noise impacts identified; no mitigation is proposed.**

**8. Land and Shoreline Use**

- a. What is the current use of the site and adjacent properties: **The site is currently vacant. Adjacent uses are as follows:**
  - **To the north: sparse residential properties.**
  - **To the east: conservation area(Sportsmen's National Land Trust).**
  - **To the south: conservation area and residential properties.**
  - **To the west: single family housing and other low-density single family home sites.**
- b. Has the site been used for agriculture? If so, describe. **In the past, this site may have been used for agricultural/forestry operations; however, the site is currently vacant.**
- c. Describe any structures on the site. **No structures currently exist onsite.**
- d. Will any structures be demolished? If so, what? **N/A**
- e. What is the current zoning classification of the site? **The project site is currently unzoned.**
- f. What is the current comprehensive plan designation of the site? **Residential.**
- g. If applicable, what is the current shoreline master program designation of the site? **N/A**
- h. Has any part of the site been classified as an "environmentally sensitive" area? If so, specify. **Other than steep slopes, there are no other known environmentally sensitive constraints to this site.**

- i. Approximately how many people would reside or work in the completed project? Approximately 50 to 70 people could reside in the completed project based on a population estimate of 2.5 residents per dwelling unit. Temporary construction workers during project development and home construction would range in the number from 10 to 30 individuals.
- j. Approximately how many people would the completed project displace? None.
- k. Proposed measures to avoid or reduce displacement impacts, if any: No impacts have been identified; no mitigation is proposed.
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: Compliance with City bulk regulations for current zoning; compliance with current City development regulations, municipal code, etc.

#### 9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. There will be approximately 20-30 middle income single family homes provided. At this time, all proposed structures will be single family.
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. None.
- c. Proposed measures to reduce or control housing impacts, if any: There are no significant housing impacts; no mitigation is proposed.

#### 10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? The tallest structure will be less than 35' in height.
- b. What views in the immediate vicinity would be altered or obstructed? No views will be significantly altered.
- c. Proposed measures to reduce or control aesthetic impacts, if any: There are no impacts identified; no mitigation is proposed.

#### 11. Light and Glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? There will be low levels of light associated with street lighting and typical residential home/garage lighting.
- b. Could light or glare from the finished project be a safety hazard or interfere with views? There are no light-related safety hazards associated with proposed residential uses.

- c. What existing off-site sources of light or glare may affect your proposal? There are no offsite sources of light or glare that would affect this proposal.
- d. Proposed measures to reduce or control light and glare impacts, if any: There are no impacts; no mitigation is proposed.

#### 12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity? There are several recreation facilities within five miles of the site.
- b. Would the proposed project displace any existing recreational uses? If so, describe. There is no existing onsite recreational use.
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: No measures are proposed.

#### 13. Historic and Cultural Preservation

- a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe. The Russell House is located immediately adjacent to the west between the site and Harrison Street; this project will be developed so as to minimize adverse impacts on the Russell House. There are no known places or objects on the site that are eligible for listing on any historic register.
- b. Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site. None known.
- c. Proposed measures to reduce or control impacts, if any: There is no identified impact; no mitigation is proposed.

#### 14. Transportation

- a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any. The site is directly served by adjacent city streets (Harrison Ave and Broadway St). Public street improvements in Water Street and in Broadway will be made to enhance access to the two project entrances. All onsite roadways will be privately owned and maintained.
- b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop? The site is not directly served by public transit. The next nearest transit stop is in downtown South Bend.
- c. How many parking spaces would the completed project have? How many would the project eliminate? The residential project will provide two off street parking spaces (in front of the two car garages) for each home. Additionally, there will be two parking spaces within the garage of each home. Tract C may include limited RV and/or boat storage as controlled by the Homeowners Association. No parking is proposed on the private onsite roadways.

- d. Will the proposal require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private. As mentioned above, there will be access improvements to Water Street and Broadway for site access.
- e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.  
The project is not in the near vicinity of water or air transportation.
- f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur. The completed 20 - 30 unit project will generate approximately 200 - 300 average weekday two-way trips. The peak period will be from 4 pm to 6 pm.
- g. Proposed measures to reduce or control transportation impacts, if any: No significant impacts were identified; no mitigation is proposed.

#### 15. Public Services

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe. Yes, there will be an incremental increase in service demand as is typical of residential properties.
- b. Proposed measures to reduce or control direct impacts on public services, if any. Impact fees will be paid to the City, County, and school district. REET and sales taxes will be collected as well.

#### 16. Utilities

- a. Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other.
- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. Public sanitary sewer and public water facilities are located in Harrison adjacent to the site; these two systems are owned and operated by the City of South Bend. There are no formal storm drainage systems or improvements within the immediate area of the project. All onsite stormwater facilities constructed will be owned and maintained by the Homeowners Association. Gas is not available at the site.

#### C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

*J. E. Knowlton*  
10/8/2015



## NOTICE OF APPLICATION

### Preliminary Plat

**Notice Date:** November 25, 2015

1. **Project Name:** Pacific Sunset Preliminary Plat Application
2. **Application Date:** October 13, 2015
3. **Complete Application Date:** November 12, 2015
4. **Name of Applicant:** Kodiak LLC, Authorized Agent: John Knowles & Associates, Inc., PO Box 1328, Puyallup, WA 98371
5. **Description of Project:** Kodiak LLC has submitted a preliminary plat application to subdivide 20.5 acres into 23 single-family residential lots and 6 community-owned lots for utility, park, and landscaping purposes.
6. **Location:** The location of the proposed preliminary plat generally lies east of Harrison Avenue approximately between Broadway Avenue and First Street (Section 27 & 34, Township 14N, Range 09W, WM). Tax parcel numbers: 14092744010 and 14093411000.
7. **Requested Approval:** Preliminary Plat per Chapter 15.66 SBMC
8. **List of Other Project Permits Required:** The applicant has completed an Environmental Checklist that is available for public review at the South Bend City Hall. The city will issue a threshold determination pending review of public comment.
9. **Public Comment Period:** The city will accept written comments on the Notice of Application until 4:00 PM, December 9, 2015. Comments are to be submitted to Dennis Houk, City Supervisor, City of South Bend, 1102 W. First Street, PO Drawer 9, South Bend, WA 98586. There will be another opportunity to comment on this proposal during a public hearing before the Planning Commission. Once scheduled, the city will publish a date for this hearing with a separate notice.
10. **Project Documents** are available for viewing at City Hall, 1102 W. First Street, South Bend, WA 98586.
11. **Staff Contact:** Dennis Houk, City Supervisor, 360-875-5571

ASSESSOR	CURRENT_O	MAIL_ADD1	MAIL_ADD2	ZIP_CODE
71015008017	PATRICK, JAMES & DOLORES	109 HARRISON AVE	RAYMOND, WA	98577-9015
14092744022	JOUPER, EDWIN C & GLORIA M	1169 PROSPECT AVENUE	RAYMOND, WA	98577
71001007017	BROCK, DIANE J & WEIBERG, JAMES M	1368 LENORE DRIVE	TACOMA, WA	98406
14092744042	SPORTSMEN'S NATIONAL LAND TRUST INC,	1394 ROCK CREEK LANE SW	TUMWATER, WA	98512
71015013028	BULLARD, BARBARA RAE	16203 19TH AVE SW	BURIEN, WA	98166-2713
14093414900	BUNNELL, RODERICK	2030 NW 113TH	PORTLAND, OR	97229
71006010015	BRIDGES, EDWARD J	237 14TH STREET	RAYMOND, WA	98577
14092744025	PACIFIC COUNTY,	300 MEMORIAL DRIVE	SOUTH BEND, WA	98586
14092744010	JOHNSON, MONTY ETUX & KODIAK LLC	3020 SOUTH UNION AVENUE	TACOMA, WA	98409
71015007027	GOTUZZO, THOMAS A & CYNTHIA G	3060 QUINALT CT SW	ISSAQUAH, WA	98027
71001002004	MANEMAN, TRACEY E & NORMA A	429 3RD ST	RAYMOND, WA	98577
71001901023	COADY, JACK JR & SALLY	447-16 SPENCER ROAD	TOLEDO, WA	98591
14092744036	JOHNSON, RANDY A & COATES, KIMBERLY A	47 RAYMOND SOUTH BEND RD	RAYMOND, WA	98577
71015013021	JENNINGS, TONY L & DARCY L	913 BROADWAY ST	RAYMOND, WA	98577-9140
71015008008	SWEENEY, SHIRLEY N & MICHAEL D	914 BROADWAY	RAYMOND, WA	98577
71001007016	BAYLES, RICHARD A & SHARON	P O BOX 1115	SOUTH BEND, WA	98586-1115
71001002001	LOVELESS, DEBRA	P O BOX 113	SOUTH BEND, WA	98586
71001002024	HENSLEY, EDWARD J & LORETTA L	P O BOX 152	SOUTH BEND, WA	98586
71001002024	HENSLEY, EDWARD J & LORETTA L	P O BOX 152	SOUTH BEND, WA	98586
71015008012	GRAY, ELEANOR/TRUSTEE	P O BOX 167	SOUTH BEND, WA	98586
71001007001	SANCHEZ, THOMAS G & JACQUELINE M	P O BOX 202	SOUTH BEND, WA	98586
71001007002	ALTHOFF, GLENN D & JANICE F	P O BOX 22	SOUTH BEND, WA	98586
71001009001	WILLIAMS, MARTIN A	P O BOX 312	SOUTH BEND, WA	98586
71015007001	ALLISON, CARL W JR & DEBORAH	P O BOX 350	SOUTH BEND, WA	98586
71001901030	BUBEN, MICHAEL C & SAMMIE K	P O BOX 400	SOUTH BEND, WA	98586
71001008001	BAGLEY, NORENE	P O BOX 451	SOUTH BEND, WA	98586
14092733029	PUBLIC UTILITY DISTRICT #2,	P O BOX 472	RAYMOND, WA	98577
71015013007	WILLIAMS, KENNETH L & ANDREA L	P O BOX 564	SOUTH BEND, WA	98586
14092744023	HARMER, RETA A	P O BOX 645	SOUTH BEND, WA	98586
71001016001	LUNKE, SAMUEL	P O BOX 703	SOUTH BEND, WA	98586
71001010001	LAVINDER, BONNIE	P O BOX 707	SOUTH BEND, WA	98586
71001010018	MITTGE, JOSEPH J & JULANNE S	P O BOX 748	SOUTH BEND, WA	98586
71015013017	PONG, VIRGINIA	P O BOX 945	SOUTH BEND, WA	98586
71015007023	COLE, PAT	P O BOX 965	SOUTH BEND, WA	98586
71015013011	JONES, TIMOTHY RALPH	PO BOX 1121	SOUTH BEND, WA	98586
14093413600	TIENHAARA, JONATHAN R & MEGAN D	PO BOX 351	SOUTH BEND, WA	98586-0351
71001001001	ROBERTS, GARY & CAROLE	PO BOX 575	SOUTH BEND, WA	98586-0575
71001010002	GONZALES, PEDRO PEREZ & DE JESUS, PET*	PO BOX 736	SOUTH BEND, WA	98586



**Pacific Sunset Preliminary Plat  
Determination of Nonsignificance (DNS)**

**Description of proposal:** Kodiak LLC has submitted a preliminary plat application to subdivide 20.58 acres into 23 single-family residential lots and 6 community-owned lots for roads, stormwater utilities, park, and landscaping purposes.

**Proponent:** Lynn Barnett, Kodiak LLC, 3020 South Union Avenue, Tacoma, WA 98409

**Location of proposal, including street address, if any:** The location of the proposed preliminary plat generally lies east of Harrison Avenue approximately between Broadway Avenue and First Street (Section 27 & 34, Township 14N, Range 09W, WM). Tax parcel numbers: 14092744010 and 14093411000.

**Lead agency:** City of South Bend

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030 (2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

☒ There is no comment period for this DNS.

☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

☐ This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below:

**Responsible official:** Dennis Houk

**Position/title:** City Supervisor

**Contact:** (360) 875-5571 [dennis.houk@southbend-wa.gov](mailto:dennis.houk@southbend-wa.gov)

**Address:** PO Drawer 9, South Bend, WA 98586

**Date:** January 12, 2016

**Signature:** /signed/ Dennis Houk



January 5, 2016

Mr. Dennis Houk  
City of South Bend  
P.O. Drawer 9  
South Bend, Washington 98586

**SUBJECT: REVIEW COMMENTS, PACIFIC SUNSET PRELIMINARY PLAT  
CITY OF SOUTH BEND, PACIFIC COUNTY, WASHINGTON  
G&O #15284.00**

Dear Mr. Houk:

In November 2015, Gray & Osborne, Inc. received an initial submittal package regarding the above-subject project. The package included a cover letter (dated October 8, 2015), a City of South Bend Land Use Planning Permit Application, an Environmental checklist (dated October 8, 2015), a preliminary plat map (one sheet dated October 1, 2015), and a conceptual grading and drainage plan (one sheet dated October 1, 2015). We have reviewed the information provided for compliance with City standards, codes, and policies for Preliminary Plats, and have the following comments:

**GENERAL**

1. The set of plans to be approved for issuance of the civil construction permit shall include street lighting plans, civil plans, landscaping and irrigation plans, and sign and channelization plans.
2. Per the Current Zoning Map from the City of South Bend Comprehensive Plan (Figure 2-5), the location of the proposed development is within the City limits and classified as "Not Zoned". The City should determine the zoning for the project so that the applicable codes and requirements can be implemented in the design.
3. A title report should be provided for this project.
4. Developer is required to conform to the City bonding requirements, which includes a surety bond, performance bond, maintenance warranty bond, and a liability policy.



Mr. Dennis Houk  
January 5, 2016  
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5. A Traffic Control Plan and haul route should be required to be submitted to the City for review and approval prior to initiation of the work.
6. Street lighting plans and photometric calculations should be provided for the plat. The Applicant should coordinate with Pacific County PUD No. 2.
7. A Planting Plan indicating the locations and types of all proposed landscaping for the street planter strips should be submitted to the City for review and approval.
8. Per SBMC 15.66.010.A.5, an erosion control plan in accordance with SBMC 15.78.050 must be submitted for preliminary plat approval.
9. A Stormwater Site Plan and Stormwater Pollution Prevention Plan (SWPPP) should be required to be submitted for City review and approval. The stormwater manual utilized in the design shall be stated in the plans. The stormwater system design shall comply with SBMC 15.78.060.
10. A geotechnical report for this project should be provided and included in the Stormwater Site Plan.
11. A Construction Stormwater Permit from Department of Ecology (DOE) will be required.
12. As-built drawings, which incorporate the Contractor's field markups, should be required to be submitted to the City 30 calendar days after completion of the work. AutoCAD files should be submitted upon City approval of the as-built drawings.
13. Prior to final plat approval for this project, closure calculations for all lots, tracts, rights-of-way, and the overall plat boundary should be required for City review and approval.

#### **LAND USE PLANNING PERMIT APPLICATION**

No comments at this time.

#### **ENVIRONMENTAL**

No comments at this time.



Mr. Dennis Houk  
January 5, 2016  
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## **CONSTRUCTION PLANS PRELIMINARY PLAT MAP**

### **GENERAL**

14. The Tract Information provided on Sheet 1 should be revised to indicate the proposed ownership and purpose of each tract. The tract areas should be clearly delineated and labeled.
15. The locations of any proposed plat monument signs and the associated easements or tracts should be shown and labeled. Monument signs shall be situated in a manner so as not to adversely affect safety or corner vision. The site triangles should take in account the monument sign locations.
16. The proposed flag lots (22 and 23) should be reviewed by the City Planner for consistency with City codes.
17. Any existing or proposed easements should be labeled and delineated.
18. The area of each lot, in square feet, should be stated on the site plan.
19. The building setback dimensions, demonstrating compliance with SBMC 16.60.030 yard requirements, should be labeled and delineated on the plans.
20. Profiles of the proposed roads, sewer, water, and storm drainage should be provided.

### **STREET**

21. All proposed signs relevant to development of this project site, including areas on the adjacent streets and on private property, shall be in accordance with the MUTCD and require separate permits. The sign locations and language should be shown on the construction plans. Any proposed signs shall comply with SBMC 16.65.
22. The street name labels should be revised to include the road classification.
23. An analysis of sight distance triangles to verify that safe stopping and turning movements to and from the site at all points of access to the site should be provided.



Mr. Dennis Houk  
January 5, 2016  
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24. The site plan should include supplemental exhibits to demonstrate that the City Fire Department's large apparatus can navigate the site (lane width, radius), including access to fire hydrants.
25. Gated entries are proposed to the plat at two locations. The Fire Department should confirm the adequacy of vehicle access points and determine requirements, if any.
26. 10-foot utility easements should be provided, on both sides, abutting the outside of the proposed rights-of-way.
27. Gravel surfacing appears to be proposed for the lot driveways and approaches. Driveway approaches shall be constructed as determined by the City.
28. A cross section of the proposed right-of-way between the plat boundary and the nearest developed intersection should be added to the plans (i.e. Water Street and Broadway Avenue).
29. The centerline of the proposed road along the west boundary line should be aligned with the existing Water Street centerline.
30. It appears the centerline of the proposed Tract B roadway should be aligned with the Polk Street right-of-way.
31. Safe walking conditions shall be provided to and from the plat. The proposed Tract A sidewalk should be extended to the existing Harrison Avenue pavement. The proposed Tract B sidewalk should be extended to the proposed Broadway Avenue pavement.
32. Survey control monuments shall be placed in accordance with land surveying principles and in conformance with all applicable state and local regulations. Existing and proposed monument locations shall be shown and labeled on the plans.
33. Mail box location(s) should be identified on the plans. The developer shall coordinate with and obtain approval from the U.S. Postal Service.

#### CONCEPTUAL GRADING & DRAINAGE PLAN

34. Identify the existing and proposed drainage, which includes direction of flow, size, and material. Arrows should be provided at the catch basins and any other section as necessary to demonstrate direction of flow.



Mr. Dennis Houk  
January 5, 2016  
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35. The improvements shall incorporate provisions for surface water control and earth stabilization in accordance with SBMC 13.30.030. All surface drainage must be contained and directed to adequate drainage facilities. Surface flow shall not discharge to another property. If not feasible, onsite BMP's in accordance with the DOE Stormwater Manual shall be provided.
36. The grading operations and testing for required compaction should be observed by a soils engineer. The Applicant should submit a report from a soils engineer indicating the locations and elevations of field density tests, a summary of field and laboratory tests, other substantiating data, and comments on any changes made during grading. The engineer should also submit a statement that the grading was completed in accordance with the geotechnical report.
37. Storm drain gradients shall be such as to assure minimum flow velocity of three feet per second when flowing full.
38. Horizontal to vertical slope ratios should be labeled for the proposed slopes.
39. The existing utilities (i.e. water, storm, sewer, gas) shall be shown and labeled. Labels shall include the line size.
40. Measures in compliance with the Storm Manual shall be provided for the surface runoff from the road section areas between the plat boundary line and Harrison Avenue and Broadway Avenue.
41. All storm facilities shall be a minimum of 20 feet from any structure, property lines, easements, buffers as required by the City and 100 feet from any septic tank/drainfield.
42. The perimeter of storm facilities readily accessible to the public should be not steeper than 3H:1V.
43. The detention ponds should be provided with liners to prevent potential infiltration and contamination of groundwater.
44. Manhole and catch basin lids must be at either the edge of the access road or pad and be at least 3 feet from a property line.
45. Access pads at the bottom of the ponds shall be at least 25 feet in length.



Mr. Dennis Houk  
January 5, 2016  
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46. Access roads shall be a minimum of 15 feet wide.
47. Pond embankments higher than 6-feet shall require design by a geotechnical-civil engineer licensed in the State of Washington. The embankment shall have a minimum 15 foot top width where necessary for maintenance access.
48. The project proposes retaining walls along the southerly side of the Broadway Avenue right-of-way as part of the design. Structural design calculations, prepared by a professional engineer licensed in the State of Washington, shall be submitted to the City for all proposed retaining walls over 4 feet in height. The professional engineer shall continuously inspect the installation of the wall as it progresses and shall submit inspection reports, including compaction test results and photographs taken during construction, documenting the techniques used and the degree of conformance to the design.
49. Details for the proposed retaining wall shall be added to the construction plans. Wall drains should be tight lined to the site's stormwater system.
50. Cross section detail(s) which demonstrate the proposed grading along the proposed retaining wall should be provided. Label the proposed slope ratios.

#### SEWER

51. The proposed sewer system shall comply with the requirements of SBMC 13.10.
52. All side sewers should extend a minimum of 10 feet past the street right-of-way or property line.
53. No side sewer connections to manholes are allowed. Side sewer connections should be connected to the sewer main a minimum of 5 feet from a manhole.
54. Cleanouts should be provided at dead end streets where sewer extensions may occur.
55. Terminating manholes, where sewer extension may occur, should be provided with a 2 foot pipe stub with a plug.



Mr. Dennis Houk  
January 5, 2016  
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56. Connection to the existing sewer manhole(s) shall be shown and labeled.

WATER

57. The existing and proposed water main sizes and materials shall be labeled.
58. Provide looped water mains to prevent stagnant water.
59. Profile views of the water, storm, and sewer system shall be included in the planset.
60. Fire hydrants shall be installed at intervals to meet City Water Standards are requirements of the City Fire Department. Specific locations and spacing for hydrants will be established during civil construction review.
61. Gate valves should be installed between the existing and proposed water mains at Harrison Avenue and Broadway Avenue.
62. The water meters shall be located in the landscape strip behind the edge of pavement in accordance with City Standard details.
63. Air and vacuum relief assemblies shall be installed at all high points and blow off assemblies installed at all low points of the water main.
64. All applicable City of South Bend Standard details shall be added to the planset.

Please contact me if you have any questions or concerns regarding these comments.

Sincerely,

GRAY & OSBORNE, INC.

Dominic J. Miller, P.E.

DJM/sp

cc: Mayor Julie Struck, City of South Bend  
Mr. Lynn Barnett, Kodiak LLC  
Mr. John Knowles, John Knowles & Associates, Inc.  
Mr. John Kliem, Creative Community Solutions, Inc.

January 9, 2016

Dennis Houk  
City of South Bend

Re: **Pacific Sunset Preliminary Plat**  
**Owner/Developer Comments on Gray & Osborne Review Comment Letter**  
JKA #1527

Dear Mr. Houk,

Lynn Barnett and I have reviewed the G&O review comment letter dated January 5, 2016. We understand from you that the planning commission meeting is still set for January 19th, 5 pm. We look forward to meeting with the commission and presenting our project at that time.

In the interim, Lynn and I would like clarification and/or have comment on some of the G&O "comments." In the order of their letter, please consider:

29. G&O suggests that the new Tract A roadway [that will connect to Water Street] be "aligned with the existing Water Street centerline". We presented a curved alignment for our new Water Street construction to avoid impacts to the rock wall in front of the Russell House. Our proposed alignment intersects with the physical pavement section of Water Street as closely as possible. **We prefer to maintain our alignment as presented on the preliminary plat map.**
30. G&O suggests that the centerline of the new Tract B roadway be aligned with the existing Polk St right-of-way. Our proposed alignment follows the previously approved alignment (reference KPFF preliminary plat design approved by the city circa 2007). Our alignment reduces the amount of fill in the gully area to the south of Polk St. Our alignment minimizes the impact of Broadway Ave improvements on topography and the environment. It allows a smoother vehicular path from Broadway to our proposed home sites. **We strongly prefer to maintain our alignment as proposed on the preliminary plat map.**
33. From my discussion with John Kliem Friday, we understand that mail delivery will not be made to our development; instead, PO boxes at the post office will be required. If mail box clusters are needed onsite, we will coordinate the exact location with the postmaster.
49. G&O requests that "wall drains should be tightlined to the site stormwater system." Currently, the only retaining walls proposed are along the rear of Lots 1 - 5 due to the topography of the remaining Broadway Ave right-of-way corridor. In order to achieve relatively level building pads/yards, walls are required in the rear of the lots. Due to topography, it is impractical to tightline the wall drains to the site storm system. We do not anticipate a significant amount of water tributary to the backfill behind the walls. These lots will be developed with amended soils to maximize infiltration of precipitation in yard areas and most roof and driveway runoff will be directed to the site storm system and not northerly toward the walls. Any wall drainage will be minor and discharged at the far east end of the walls.
58. G&O comment suggests looping our two water mains to "prevent stagnant water." The development of this project as two separate "pods" will make it very difficult to loop the two water mains. Our proposal is to extend the City's 8" water main into both pods to serve the furthest new fire hydrant (as located by fire department recommendations). After the furthest hydrant, we intend to decrease the size of the water main as appropriate for domestic supply. We do not anticipate any water "age", odor, or taste issues. Public water mains are routinely extended as dead end lines in residential cul-de-sacs; we will include a blow-off device at the end of the roads.

In addition, we ask that the City consider allowing the preliminary plat to be developed potentially in two phases. We are not certain of which pod would be developed first, but the two pods could be developed sequentially; e.g., first pod in 2016, and second pod in 2017, with two separate final plat recordings. We ask that you consider this request and have it addressed in the conditions of final, plat approval.

Dennis Houk  
January 9, 2016  
Page 2

We look forward to the Planning Commission meeting. If you have any questions, or need additional information, please call us at 253-539-1400.

Sincerely,

**JOHN KNOWLES & ASSOCIATES, INC.**

A handwritten signature in black ink, appearing to read "J Knowles", written in a cursive style.

John Knowles, P.E.  
President

CC: Lynn Barnett  
Dominic Miller  
John Klien

(15270109H.ltr)



## **Pacific Sunset Preliminary Plat Application**

**Report date:** January 12, 2016

**Application Date:** October 13, 2015

**Determination of Completeness:** November 12, 2015

**Notice of Application:** November 25, 2015

**Hearing date:** January 19, 2016

**Applicant:** Kodiak LLC (Lynn R. Barnett, 3020 South Union, Tacoma, WA 98409)

**Representative:** JKA Civil Engineering (John Knowles, PE, PO Box 1328, Puyallup, WA 98371)

**Land Use Review:** SEPA, Preliminary Plat Approval

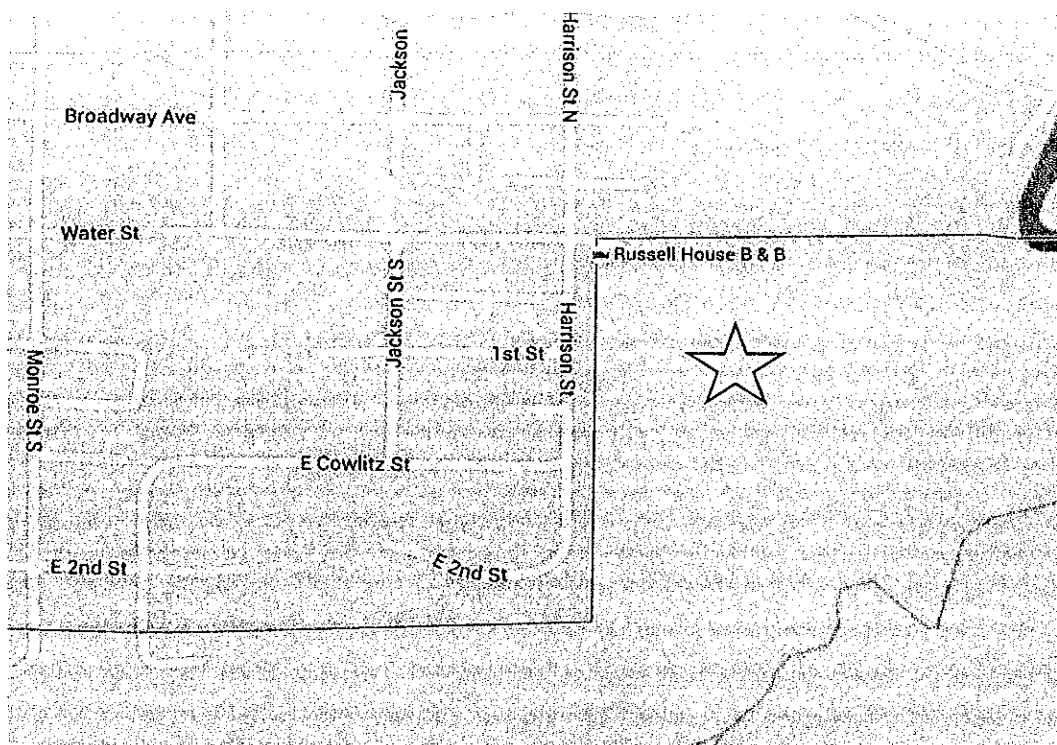
*Note: City Supervisor Dennis Houk prepared this staff report with assistance from consultants John Kliem of Creative Community Solutions, Inc., and Dominic Miller, PE, of Gray & Osborne, Inc. New information relevant to review this application may not become available until the hearing. Staff may wish to change the analysis based upon that new information and reserves the right to do so.*

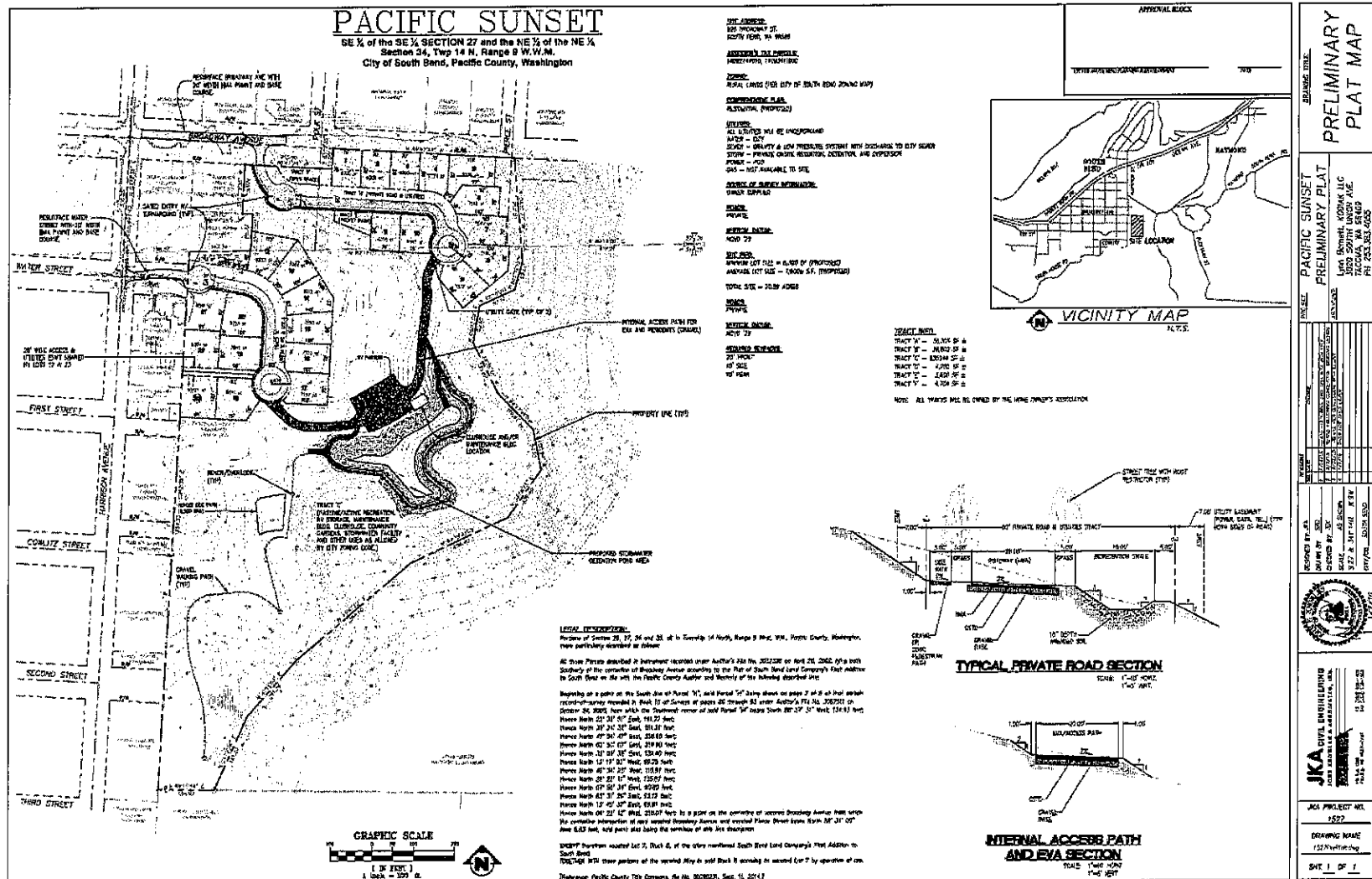
### **1. Project Request**

Kodiak LLC has submitted a preliminary plat application to subdivide 20.58 acres into 23 single-family residential lots and 6 community-owned lots for roads, stormwater utilities, park, and landscaping purposes. The developer's representative has indicated that the construction of infrastructure serving the project may occur in two phases, Pods 1 (Lots 1-11) and 2 (Lots 12-23). In this case, the final plat would show only one pod.

### **2. Location**

The location of the proposed preliminary plat generally lies east of Harrison Avenue approximately between Broadway Avenue and First Street (Section 27 & 34, Township 14N, Range 09W, WM). Tax parcel numbers: 14092744010 and 14093411000.





### **3. Physical Characteristics**

The subject property is undeveloped and consists of two tax parcels totaling 20.5 acres. The project site consists of a sloping plateau that drops down a steeper slope to the southeast. On-site soil is predominately Willapa Silt Loam that typically has 8% to 30% slopes in grade. The Soil Survey rates this soil type as having severe building site limitations.

Vegetation on the site varies; there are previously cleared areas on the plateau that have a mix of grass, shrubs, and deciduous trees; the slope area consists mostly of deciduous and evergreen trees. The proposed development will sit primarily on the plateau portion.

Freshwater emergent wetlands feeding Skidmore Slough lay just over the southeast property boundary. These wetlands are owned by the conservation nonprofit Sportsmen's National Trust, Inc. and will require a protective buffer in accordance with the critical area ordinance. The applicant will need to prepare a wetland technical assessment to determine the wetland category and the appropriate buffer width.

### **4. Comprehensive Plan and Zoning Requirements**

#### Comprehensive Plan

Although the northern tax parcel number 14092744010 has been in the city for many years, the city did not annex tax parcel 14093411000 property until February 2006. However, the city did not record this annexation with the county until May 2015, which means it was not included in the Future Land Use map at its adoption in April 2015.

The Comprehensive Plan Future Land Use Map designates tax parcel number 14092744010 as being in the Neighborhood District. Despite not being included in the current Comprehensive Plan Future Land Use Map, tax parcel 14093411000 is in the Neighborhood District under Policy 5.5.<sup>1</sup>

Comprehensive Plan Policy 2.2 establishes a gross density standard of five dwelling units per acre for the Neighborhood District. The proposed preliminary

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<sup>1</sup> *Comprehensive Plan Policy Number 5.5 states: "Lands annexed into the city shall be assigned to the Neighborhood District unless findings of fact indicate another land use classification is more appropriate." Ordinance #1497 did not assign a different land use category.*

subdivision is 20.58 acres and will have 23 residential lots totaling 4.1 acres (178,426 SF). When including the open spaces, roads, storage areas, and utilities, the gross density of the project fits well within this standard. It will be important to track any future subdivisions within the preliminary plat to ensure continued compliance with this standard.

The Public Facilities and Services Element Policy 10.4 establishes the following concurrency requirement: *"The city requires the availability of adequate public facilities and services concurrent when the impacts of development occur."*

### Zoning Ordinance

The Official Zoning Map adopted by the city in 1996 designates both tax parcels as "Not Zoned." While the subject property does not have a specific zoning designation, SBMC 15.02.030 (A) extends the city's development regulations to this area, minus those zoning controls related to a specific zoning district.

The following provisions from Chapter 16.60 SBMC, General Provisions and Special Exceptions, apply to the Pacific Sunset Preliminary Plat:

<b>Chapter 16.60 SBMC</b>	<b>Pacific Sunset Preliminary Plat</b>
§16.60.020 Lot area <i>Minimum lot area required-5,000 SF</i>	The minimum residential lot size is 6,300 SF
§16.60.020 Minimum lot width at building line 50 feet	The placement of buildings on lot numbers 5, 22, and 23 will need to ensure building lines meet this standard. Lot 5 may have difficulty finding a preferential position for a home given the front and rear yard requirements. Future structures will not be eligible for a variance since the lot was created knowing this requirement existed at the time of its approval.
§ 16.60.030 Yard requirements 20 feet front, 10 feet side	The size of the lots will have no difficulty at meeting this standard except as noted above.

## **5. Development Standards**

Division V, Development Standards, under Title 15 SBMC sets standards for: streets; utilities; drainage, erosion control, and stormwater management; buildings and construction; and fire code.

The city's engineer, Gray and Osborne, has reviewed the preliminary plat and has provided comments on the project. These comments follow at the end of this staff report (See letter dated January 5, 2016). The developer's representative has prepared a response to the review and follows the city engineer's comment letter (See letter dated January 9, 2016).

## **6. State Environmental Policy Act Threshold Determination**

The city issued a Determination of Nonsignificance on January 12, 2016 for the project. See the attached Threshold Determination and SEPA Checklist.

## **7. Preliminary Plat Review Decision Process**

South Bend's Municipal Code (SBMC) Chapter 15.66 covers how the city handles preliminary plat applications.

- In addition to providing the copies of the preliminary plat, the applicant must submit a SEPA Checklist and an erosion plan meeting requirements of SBMC 15.78.050.
- The city notified area property owners by mail and the public at large by a legal notice in the newspaper. The notices asked for written comments and set the date for a public hearing before the Planning Commission. The City Supervisor has not received any written comments at the time of the preparation of this staff report.
- The Planning Commission's responsibility is to hold the public hearing on the preliminary plat. It must open the hearing and take comments from the staff, the applicant, and any person attending, including any written comments. The Planning Commission may ask questions of anyone in attendance. Once the Planning Commission is done accepting comments, it will close the public hearing.
- After closing the Public Hearing, the Planning Commission can begin its discussion on making a recommendation on the preliminary plat that it will

need to forward to the City Council. The Planning Commission can continue to ask questions if it needs. Note: the Planning Commission does not have to make a decision that evening; it can continue the meeting to another date. HOWEVER, state law requires the city to make a decision within 90 days - February 10, 2016.<sup>2</sup>

- The Planning Commission must make its recommendation based on the following criteria (SBMC 15.66.070):
  - A. Whether the proposed subdivision conforms to the city's comprehensive plan.
  - B. Whether appropriate provisions have been made for, but not limited to, the public health, safety, and general welfare, for open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds.
  - C. Whether sidewalks and other planning features assure safe walking conditions for people who use them, including students who only walk to and from school.
  - D. Whether capital facilities to be provided by the city can be provided concurrently with the expected development, in accordance with the comprehensive plan.
  - E. Whether the public interest will be served by the subdivision and dedication.
  - F. The physical characteristics of the proposed subdivision, including flood, inundation, or wetland conditions (which are grounds for disapproval).
  - G. Any information provided as a result of compliance with the State Environmental Policy Act.
  - H. Whether geologically hazardous areas and aquifer recharge areas have been protected.

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<sup>2</sup> RCW 58.17.140

- The Planning Commission recommendation to the City Council must include findings and conclusions on whether to approve or disapprove the preliminary plat.
- The Planning Commission recommendation must be submitted to the City Council within 14 days of taking action.
- After receiving the Planning Commission recommendation, the City Council will then set a date when it will review it. This does not require a public hearing.
- At that meeting, the City Council will then make a decision based on the record established. It may approve, approve with conditions, or deny the application.
- The city must then distribute a notice of decision.

### **Staff Recommendations**

The city staff recommends approval of the preliminary plat with the following conditions:

#### **1. Wetland Review and Delineation of Buffers**

Before the issuance of any grade and fill or construction permits by the city, the applicant shall have a qualified professional prepare a wetlands technical assessment that rates and establishes required buffers in accordance with §14.15.020 and §14.15.030 SBMC.

The boundaries of the wetland buffer shall be recorded on the face of the final plat and shall remain undisturbed.

#### **2. Public Works/Engineering Recommendations**

The preliminary plat shall comply with the recommendations established by the City Engineer, represented in the January 5, 2016 letter prepared by Gray and Osborne, Dominic Miller, PE.

**CASH SUMMARY OF ALL FUNDS**

	January 1, 2015	December YTD	December YTD	December YTD	December YTD
	BEGINNING	Add:	(Less: Operating)	(Less: Capital)	Ending
	<u>Cash</u>	<u>Revenues</u>	<u>(Expenses)</u>	<u>(Purchases)</u>	<u>Cash</u>
<b>GENERAL GOVERNMENT</b>					
001 CURRENT EXPENSE	\$117,237	\$1,056,549	(\$971,861)	(\$59,354)	\$142,571
<b>SPECIAL REVENUE FUNDS</b>					
101 STREETS	\$26,827	\$307,750	(\$129,560)	(\$152,244)	\$52,773
103 LIBRARY	\$0	\$4,047	(\$4,047)	\$0	\$0
106 DOCKS/WATERFRONT	\$19,523	\$23,157	(\$10,312)	\$0	\$32,368
110 HOTEL/MOTEL TAX FUND	\$0	\$27,200	(\$27,200)	\$0	\$0
<b>UTILITY FUNDS</b>					
401 WATER	\$1,454,036	\$976,706	(\$1,066,876)	(\$16,143)	\$1,347,724
404 SEWER	\$64,956	\$1,356,460	(\$364,712)	(\$1,051,296)	\$5,408
405 MOSQUITO	\$3,369	\$68,921	(\$45,085)	\$0	\$27,205
411 GARBAGE	\$37,889	\$262,943	(\$253,856)	\$0	\$46,975
<b>TRUST FUNDS</b>					
601 WATER TRUST	\$19,000	\$8,750	(\$3,981)	\$0	\$23,769
610 ROBERT BUSH PARK FUND	\$6,972	\$51	\$0	\$0	\$7,023
<b>REVOLVING FUNDS</b>					
701 HUD	\$66,724	\$153,559	\$0	\$0	\$220,283
<b>TOTAL ALL FUNDS</b>	<b>\$1,816,532</b>	<b>\$4,246,094</b>	<b>(\$2,877,490)</b>	<b>(\$1,279,036)</b>	<b>\$1,906,100</b>